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ABSTRACT

The final document in a series on life skills objectives developed by Project CAST (Community and School Together), a community-based career education program for secondary special education students, this guide outlines social studies competencies needed for independent living. Goal statements, behavioral objectives, and specialized terminology are presented for the following social studies topics: understanding one's heritage, student rights and responsibilities, local government, state government, federal government, citizenship, community services, signs, map skills, geography, modes of transportation, housing, home maintenance, maintenance of goods and property, and insurance. A list of resource materials with information on publishers and brief summaries concludes the document. (CL)

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ED242147

Project CAST

Objectives Guide

SOCIAL STUDIES

EC 162 117

The Project CAST Life Skills Objective Guides were developed through monies awarded to the Charles County Board of Education by the United States Education Department, Office of Special Education and Rehabilitative Services, under Grant number G007804955. The opinions expressed herein do not necessarily reflect the position or policy of the Education Department and no official endorsement by the Education Department should be inferred.

Division of Innovation and
Development

Objectives Guide

for

SOCIAL STUDIES

Project CAST

Charles County Board of Education Office of Special Education

La Plata, Maryland 20646

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Introduction

The Project CAST Life Skills Objective Guides have been developed to assist special education teachers in planning individualized education programs for high school age mildly to moderately educationally handicapped students. The set of five guides covers the math, health/science, language arts, social studies, and career development areas.

The Objective Guides identify and document basic competencies which are important to independent living. Basic academic skills are seldom presented. Users of the guides are strongly urged to seek other sources to obtain competency listings and activities for these areas.

Organization of the Guides

content area

Project CAST Life Skills Objective Guides are available for five areas: math, health/science, language arts, social studies, and career development.

unit

Each objective guide includes several life skills units. Each unit contains one general goal statement and several specific objectives.

goal statement (gs)

Each goal statement describes, in general terms, the behavioral outcomes desired for the unit.

objective

Objectives describe the competencies which should be mastered to achieve that which is intended by the "goal statement".

vocabulary

Specialized vocabulary words are provided for many units. These are some of the terms that teachers and students may need to define prior to usage.

resources

A cursory list of instructional resources are included for each content area.

Using the Guides

1. The math, health/science, social studies, and language arts guides present a continuum of objectives which should be taught from grades nine through twelve.

2. The career development guide is divided into four sections with each section matching a Project CAST program phase (Career Awareness, Career Exploration, Career Investigation, and On-The-Job Training). Students should be taught the career development objectives which match their Project CAST phase placement.

3. Although most of the objectives represent minimal competencies essential for independent living, it is not expected that all of the objectives will be mastered. Teachers will need to prioritize the accomplishment of objectives according to each student's individual needs and strengths.

4. Objectives which interrelate should be taught simultaneously.

5. Criteria and conditions for mastery of each objective should be developed on an individual basis.

SOCIAL STUDIES

Understanding Our Heritage 1
Student Rights And Responsibilities 2
Local Government 3
State Government 5
Federal Government 6
Citizenship 7
Community Services 10
Signs 11
Map Skills 13
Geography 15
Modes Of Transportation 17
Housing 19
Home Maintenance 22
Maintaining Goods And Property 25
Insurance 27

Resources 28

Understanding Our Heritage

GS: *The student will demonstrate an understanding of the significance of famous people and important events as related to everyday living.*

objectives
1. The student will identify patriotic holidays which affect the school calendar.
2. The student will identify other holidays which affect the school calendar.
3. The student will identify the county, state, and federal patriotic holidays.
4. The student will identify famous individuals and describe the contribution(s) made to our nation (e.g., politics, the arts) as related to everyday living.

SPECIALIZED VOCABULARY

history
past
present
future
federal
dates
honor
memory
Christmas
Hanukkah
Martin Luther King's Birthday
United States
government
patriotic
calendar
religion
important
president
democrat
republican
Fourth of July
America
country
county
state
holiday
famous
Easter
Labor Day
paid holiday

Student Rights and Responsibilities

GS: *The student will demonstrate understanding of his/her rights and responsibilities as a participating member of the school community.*

objectives

1. The student will list the services provided by the school.
2. The student will describe the functions and services of school personnel.
3. The student will describe the function of the student government.
4. The student will identify elected officials within his/her student government.
5. The student will list school rules and regulations (and include just reasons for suspension and expulsion).
6. The student will describe the purpose and content of the student handbook.
7. The student will identify school personnel through whom he/she may obtain information concerning school rules and regulations.
8. The student will identify requirements for graduation.

SPECIALIZED VOCABULARY

membership
community
rights
principal
suspension
expulsion
law
limit
school counselor
school services
responsibilities
school board
student body
student government
student handbook
school office
lawyer
citizen
rules
teacher
elect
vote
legal

Local Government

GS: *The student will demonstrate an understanding of local government (county, township) functions and its uses in daily living.*

objectives

1. The student will identify elected local government offices.
2. The student will describe functions of the offices of elected local government officials.
3. The student will identify and describe resources available at the local level (e.g., health department, social services).
4. The student will describe the location of local government services.
5. The student will identify job opportunities available within the local government.
6. The student will describe how to obtain information regarding job opportunities at the local level.
7. The student will identify and describe the location of emergency agencies in the community.
8. The student will describe how to report various types of emergencies (e.g., fire alarm, call box).
9. The student will identify the process to follow in reporting emergencies (i.e., name, location, type of emergency).

SPECIALIZED VOCABULARY

local	government	office
elected	decision makers	worker
functions	health department	eligible

SPECIALIZED VOCABULARY
(continued)

location
emergency
fire alarm
telephone
"operator"
rescue squad

social services
information
job opportunities
report an emergency
register to vote
phone number

safety
aid
elect
report

State Government

GS: *The student will develop an awareness of state government functions.*

objectives

1. The student will identify elected state government offices.
2. The student will describe functions of the offices of elected state government officals.
3. The student will identify and describe resources available at the state level.
4. The student will describe the location of pertinent state government services.
5. The student will identify job opportunities at the state level.
6. The student will describe how to obtain information regarding job opportunities at the state level.

SPECIALIZED VOCABULARY

state
senator
taxes
welfare
capitol
geography
representative
legislation
state police
unemployment
vocational rehabilitation
border
congress
elections
CETA

Federal Government

GS: *The student will develop an understanding of federal government functions.*

objectives

1. The student will compare basic characteristics of a democracy with another form of government.
2. The student will name the President and Vice President of the United States and describe their basic roles.
3. The student will identify the different branches of government and describe their basic function(s).
4. The student will identify and describe resources at the federal level.
5. The student will identify occupations available at the federal level.
6. The student will identify the basic procedure for obtaining employment with the federal government.

SPECIALIZED VOCABULARY

government
voting
law
federal
democrat
vice president
democracy
dictatorship
campaign
republican
independent
president
congress
judge
state
local

Citizenship

GS: *The student will demonstrate awareness of his/her rights and responsibilities as a participating member of society.*

objectives

1. The student will identify the criteria for citizenship in the United States.
2. The student will describe the right (of a citizen of the United States) to a trial by jury.
3. The student will identify his/her rights as a citizen to be protected against discrimination on the basis of race, creed, sex, national origin, or handicap.
4. The student will describe legal obligations and rights, as a juvenile and as an adult, related to:
   a. ownership of property
   b. owning and operating a vehicle
   c. signing a contract (including leases)
   d. marriage
   e. being informed (media)
   f. voting
   g. being arrested
5. The student will identify moral obligations and rights.
6. The student will differentiate between legal and moral responsibilities.
7. The student will identify the purpose of voting.
8. The student will describe the voting process.
9. The student will identify the types of issues which are generally part of a campaign platform.
10. The student will operate a voting machine.
11. The student will describe the process for obtaining and completing an absentee ballot.

objectives (cont.)

12. The student will describe appropriate responses and behaviors when stopped by a police officer.

13. The student will describe things that can be done to reduce the possibility of crime (lock cars, walk in well lighted areas, etc.).

14. The student will describe the steps to take after a crime has been committed.

15. The student will differentiate between the crimes which are considered a misdemeanor and those that are considered a felony.

16. The student will differentiate between the general consequences rendered when charged with a misdemeanor versus a felony.

17. The student will identify legal services available within the area (at sliding scale, full cost to consumer, etc.).

18. The student will describe the purpose of a summons and subpoena.

19. The student will describe his/her responsibilities when issued a summons or subpoena.

SPECIALIZED VOCABULARY

district
election
vote
referendum
register
independent
voting machine
ballot
candidate
legal
democracy

primary election
special election
regular election
national election
local election
county commissioners
representative
absentee ballot
Charles County
school board
register to vote

democrat
republican
yearly
official
majority
local
state
county
federal
sentence
citizen

SPECIALIZED VOCABULARY
(continued)

rights
judge
penalty
guilty
owner
property
marriage
divorce
license
freedom
arrested
search
summons
subpoena
contract
illegal
police
jail
prison
congress
vote
emergency
prevention
insurance

government
police station
county jail
constitution
represent
House of Representatives
innocent
marriage license
drivers license
freedom of speech
bill of rights
political
obligations
permission
social security number
signature
legal rights
state government
discrimination
prejudice
national origin
stolen property
serial number
credit cards
burgular alarm
police protection

Senator
trial
jury
court
law
lawyer
moral
justice
race
sales tax
real estate
income tax
property tax
arrest
crime
stolen
secure
lock
safety
protect
theft
break in
estimate
photograph

Community Services

GS: *The student will demonstrate an awareness of agencies and organizations which provide community services.*

objectives

1. The student will identify and describe the functions of local, state, and federal agencies existing within the community.
2. The student will describe the community services provided by the postal service, welfare department, fire department, police department, humane society, etc.
3. The student will identify and describe the functions of service clubs and organizations within the community.

SPECIALIZED VOCABULARY

community
agency
welfare
clients
eligible
programs
schedule
location
fee

organization
public assistance
necessary
participant
transportation

services
local
state
federal
problems
policies
reimburse
annual
payment

Signs

GS: *The student will develop an understanding of functional signs.*

Objectives

1. The student will identify and describe the action to take when confronted by functional signs related to mobility.
2. The student will identify and describe the action to take when confronted by functional signs related to buildings.
3. The student will identify and describe the action to take when confronted by functional signs related to the environment.

SPECIALIZED VOCABULARY

fare
fare card
detour
hospital
subway
token
push
pull
entrance
enter
exit
refrigerate
stop
go
yield
walk
escalator
elevator
down

children crossing
do not walk
railroad crossing
quiet zone
do not pass
exact change
sound alarm
emergency exit
keep off grass
fire escape
fallout shelter
no tresspassing
high voltage
use other door
no smoking
handle with care
flammable, keep dry
beware of dog
induce vomiting

caution
bus stop
metro (rail)
ladies
out
vacancy
operator
keep out
warning
antidote
poison
women
telephone
exit only
first aid
in
men
adults only
beware

SPECIALIZED VOCABULARY
(continued)

Doctor
Dentist
lost
police
Post Office
private
step up
step down
wet paint
danger
flooded
playground
R.R.
rest rooms
school zone
slow down
unloading zone
fire
one way
U turn
flood area

traffic light
bus station
employees only
no admittance
no checks cashed
no dogs allowed
smoking prohibited
no trespassing
out of order
poisonous
private property
construction zone
drive slow
left turn only
loading zone
merging traffic
no parking
no passing
no right turn
no standing
one way street
railroad crossing
right turn only
proceed with caution
danger: explosives
pedrestrian crossing
yield right of way
do not block driveway
emergency vehicles only
in case of fire, break glass
keep out of children's reach
if taken internally, call a doctor
slippery when wet

combustible
contaminated
gasoline
help
inflammable
no diving
no fires
no fishing
no hunting
Sheriff
no swimming
do not touch
no turns
no stopping
information
right lane
left lane
do not pass
thru traffic
do not enter

Map Skills

GS: *The student will develop an understanding of maps and their uses in daily living.*

objectives

1. The student will identify and describe the meaning and purpose of a map, legend, compass, landmark, symbol, and route.
2. The student will indicate each direction on a map.
3. Given a map, the student will place direction symbols in the appropriate places.
4. The student will locate the legend on different maps.
5. The student will draw a plan of areas he/she is familiar with (classroom, bedroom, home, one floor of his/her school, yard, etc.) and develop a corresponding legend.
6. The student will use maps to locate routes and specific geographic sites.
7. The student will locate specific localities on a local map.
8. The student will select the most efficient routes when given a map, destination, and a starting location.
9. The student will identify the most appropriate type of map to use in finding a country, state, county, and city.

SPECIALIZED VOCABULARY

county	location	East
miles	Charles County	South
map	compass	symbol
key	land mark	route
distance	highway	short
find	directions	long

SPECIALIZED VOCABULARY
(continued)

state
city
minutes
hour
time
country
home
ocean
purpose
river

Southern Maryland
county map
destination
starting point
classroom
United States
bedroom
floor plan
blue print
body of water
maps key

North
West
design
border
island
America
beach
stream
salt water
harbor

Geography

GS: *The student will understand the concept of geographic location as a component in establishing national, state, county, and local identity.*

objectives

1. The student will locate his/her state on a map of the United States.
2. The student will locate states which border on his/her state.
3. The student will locate Washington, D. C. on a map of the United States.
4. The student will locate counties, cities, routes, and rivers on a map of his/her state.
5. The student will locate the United States on a map of North America.
6. The student will locate the continent of North America on a globe.
7. The student will describe climate characteristics of regions within the United States.
8. The student will identify his/her climate preferences.
9. The student will identify locations where his/her climate preferences exist.

SPECIALIZED VOCABULARY

locate	continent	key
county	directions	map
route	physical	climate
states	population	globe
border	altitude	oceans

SPECIALIZED VOCABULARY
(continued)

compass
travel
capitals
rural
urban
lake
bay
city

parallel
equator
symbols
desert
valley
weather
harbor
atlas

earth
sea
index
water
coast
island
scale
town

Modes of Transportation

GS: *The student will develop an understanding of various types of transportation and factors to consider when using them.*

Objectives

1. The student will identify means of transportation (e.g., walking, automobile, bike, taxi, subway, plane, bus).
2. The student will describe safety rules for different modes of transportation (e.g., jaywalking, hand signals, sitting on bus).
3. The student will identify the public and private transportation services available in his/her community.
4. The student will describe the advantages and disadvantages of carpooling.
5. The student will describe ways to become involved in a carpool.

SPECIALIZED VOCABULARY

bicycle	transportation	walking
taxi	automobile	carriage
subway	community	local
plane	bus station	schedule
ship	step down	commuter
bus	step up	car pool
train	Eastern Time	transfer
transit	Central Time	driver
no smoking	Mountain Time	rear

SPECIALIZED VOCABULARY
(continued)

catch a bus
ticket
token
mile
highway
map
bus stop
timetable

Pacific Time
terminal
reservations
leave
arrive
flights
airport

mileage
purchase
charge
wait
route
fare
daily

Housing

GS: *The student will select the types of housing which best suites different needs.*

objectives

1. The student will name features of a single family dwelling including house, trailer, townhouse, duplex, etc.
2. The student will list features of a multiple family dwelling including rooming house, boarding house, motel, hotel.
3. The student will identify features of a multiple unit dwelling (i.e., garden apartment, high rise apartment, efficiency apartment, and studio apartment).
4. The student will identify features of a condominium.
5. The student will identify types of housing within the community and estimate the monthly mortage or rent.
6. The student will identify rights of the renter.
7. The student will identify just reasons for withholding the return of a security deposit.
8. The student will locate rental agencies within his/her community.
9. The student will state reasons for "legal" evictions.
10. The student will identify responsibilities of the landlord in evicting a tenant.
11. The student will describe his/her rights and responsibilities in court situations as a tenant and as a landlord.
12. The student will demonstrate an understanding of the geographical factors to consider when choosing housing.

objectives (cont.)

13. The student will explain the impact of job or school location on choosing a place to live.

14. The student will identify modes of transportation available from home to school and other locations in the community.

15. The student will locate the nearest shopping facilities to a designated home site.

16. The student will select types of housing appropriate to different needs.

17. The student will identify sources for obtaining housing information.

SPECIALIZED VOCABULARY

purchase
house
home
trailer
town house
single family home
duplex
apartment
build
zoning
buy
lease
evict
eviction
landlord
mortgage
relocate
income
insurance
rights
lawyer
tenant
trailer lot
rooming house
boarding house
no pets
efficiency apartment
high rise apartment
no children
condominium
housing office
private entrance
connected bathroom
security deposit
utilities included
age requirements
classified ads
moving costs
neighborhood
interest rate
building permit
closing costs
hearing
commission
down payment
month
monthly
rent
motel
hotel
unit
budget
lease duration
utilities
deposit
monthly rent
late charge
community
own
real estate
owner
taxes
room mate
legal
debt
move

SPECIALIZED VOCABULARY
(continued)

charges
notice
judge
void

security
protection
rental agencies
responsibility
notice
real estate salesperson
utilities not included
limited cooking facilities
rent with option to buy

deposit
court
null
annual

Home Maintenance

GS: *The student will develop home maintenance skills.*

objectives

1. The student will demonstrate how to operate heating and air conditioning controls.
2. The student will demonstrate how to wash clothes (using machines).
3. The student will demonstrate how to wash dishes (using dishwasher, sink).
4. The student will demonstrate how to use a garbage disposal.
5. The student will demonstrate how to operate a stove, gas or electric range (toaster oven, microwave, etc.).
6. The student will demonstrate how to operate smaller home appliances (e.g., iron, mixer, etc.).
7. The student will identify the procedure for obtaining maintenance and repair service for major appliances.
8. The student will identify the procedure for obtaining heating and air conditioning maintenance and repair service.
9. The student will identify the procedure for obtaining maintenance and repair service for smaller appliances.
10. The student will identify the procedure for obtaining and maintaining:
    a. telephone service (may include installation, etc.)
    b. electrical service (for new homes - may include installation)

objectives (cont.)

c. gas company service
d. water services
e. cable TV service
f. oil service
g. sewage and septic services

SPECIALIZED VOCABULARY

repair
appliance
refrigerator
voltage
electric
yellow pages
directions
check
expense
utility
service
toilet
television
remove
install
repair
SMECO
maximum
rate
caution
controls
avoid
start
switch
range
stove
guarantee
maintenance
telephone
major appliance
small appliance
electrical appliance
electric shock
estimate
air conditioner
minor repair
major repair
labor saving device
gas company
utility company
insulation
fuel company
septic tank
water lines
underground
electric lines
coin operated
lint filter
garbage disposal
electricity
dangerous
microwave
warrenty
instructions
oven
washer
dryer
freezer
insurance
receipt
toaster
heat
bill
cable
water
fuse box
minimum
sewage
charges
waste
BTU
voltage
well
garbage
stop
broiler
timer
iron
blender
oven
operate

SPECIALIZED VOCABULARY
(continued)

safety
precaution
dial
low
high
normal
wash
spin
rinse
soak
dry
full

ironing board
automatic
can opener
temperature
attachments
permanent press
circuit breakers
vegetable drawer
light load
manufacturer
left front
left rear
right front
right rear

filter
hot
warm
manual
defrost
frost free
fuses
spray
water level
crisper
vent
medium

Maintaining Goods and Property

GS: *The student will describe or demonstrate how to care for personal possessions.*

objectives

1. The student will interpret directions for care of clothing.
2. The student will describe ways to remove various kinds of stains from different types of clothing materials.
3. The student will describe how to care for different personal items to increase their durability.
4. The student will explain the best methods for cleaning various types of clothing (i.e., dry clean, wash in warm water, bleach).
5. The student will list tasks in caring for a vehicle (i.e., washing, waxing, oil change, changing spark plugs, rotating tires).
6. The student will describe methods and products useful in cleaning household items (furniture, appliances, floors, walls).

SPECIALIZED VOCABULARY

carburetor	clothing labels	cotton
possessions	hand wash	consumer
personal	dry cleaner	dryer
machine	detergent	recycle
bleach	cold power	cheap
settings	warm water wash	savings
lint filter	maintenance	storage

SPECIALIZED VOCABULARY
(continued)

car
automobile
truck
estimate
washing
waxing
refrigerate
pantry
tin cans
polyester

service charge
oil change
spark plugs
air filter
registration
rotating tires
body work
drivers' license
directions
expiration date

ironing
repair
motor
machine
tax
freezer
canning
container
plastic

Insurance

GS: *The student will develop an understanding of the insurance protection he/she may purchase.*

objectives

1. The student will describe the purpose for insurance plans.
2. The student will identify various types of insurance.
3. The student will differentiate between insurance which is required versus that which is not required.
4. The student will describe the procedures for obtaining specific types of insurance policies.
5. The student will describe the process for evaluating and maintaining insurance policies.

SPECIALIZED VOCABULARY

insurance
value
amount
full amount
beneficiary
deduct
deductable
annual
yearly
minor
reduce
compare

insurance company
insurance agent
insurance policy
insurance benefits
insurance coverage
insurance premium
comprehensive
expiration date
responsible
personal liability
health insurance
fire insurance
life insurance
homeowner's insurance
renter's insurance
bodily injury
effective date
automobile insurance
insurance policy holder

insured
property
damage
binder
stipulate
schedule
include
exclude
equal
liability
injury

RESOURCES: Social Studies

SOCIAL STUDIES

MATERIAL	TYPE	PUBLISHER/CATALOG	DESCRIPTION
MAP AND GLOBE SKILLS	charts, spirit masters, teacher's guides	Lakeshore Curriculum Materials Company 2695 E.Dominquez Street Carson, California 90747	Coordinated display charts and activities to build map reading skills.
SKILLS FOR LIVING UNIT 1 FILLING OUT FORMS AND FOLLOWING INSTRUCTIONS	unit contains 150 pages of reproducible lessons, forms, work sheets, cartoons, role playing activities, performance evaluation	MacMillan Arts and Crafts 9645 Gerwig Lane Columbia, Maryland 21046	interest level: 7 - 12 reading level: 4.5 - 5.5 Humorous lessons follow Harvey Crumbaker, teenager. How to survive in the world of forms and adult responsibilities.
BUYING WHAT YOU NEED	cassette, activity sheets, teacher's manual	MacMillan Arts and Crafts 9645 Gerwig Lane Columbia, Maryland 21046	interest level: 7 - 12 reading level: 2.0 - 5.0 How to prepare a budget, read labels, comparison shop, interpret ads, understand credit.
TAKING A TRIP	cassette, activity sheets, teacher's manual	MacMillan Arts and Crafts 9645 Gerwig Lane Columbia, Maryland 21046	interest level: 7 - 12 reading level: 2.0 - 5.0 Students discover reading is required in order to travel, as they learn to: plan expenses, make auto preparations.

MATERIAL	TYPE	PUBLISHER/CATALOG	DESCRIPTION
PREPARING TO LIVE ON YOUR OWN	full color film strips	SVE Society for Visual Education 1345 Diversey Parkway Chicago, Illinois 60614	interest level: junior high, young adult What it's like to live on your own. Choosing a place to live, financial and legal responsibilities cooking and housekeeping, adjusting to a new way of life.
MAKING INFORMED DECISIONS	duplicating masters	Media Materials, Inc. 2936 Remmington Avenue Baltimore, Maryland 21211	high interest, low level Tax vocabulary, filling out the form, insurance vocabulary, kinds of insurance, housing vocabulary, buying or renting medical vocabulary.
WHAT AMERICA MEANS TO ME: THE PAST AND THE PRESENT	4 film strips 2 cassettes	Eye Gate Media 146-01 Archer Avenue Jamaica, New York 11435	intermediate level Gives student a definitio of America and an understanding of the role it plays in every day life.
NOW YOU ARE A VOTER	4 film strips 2 cassettes	Eye Gate Media 146-01 Archer Avenue Jamaica, New York 11435	senior high level Designed to prepare the student to vote; step-by-step practical informatio

MATERIAL	TYPE	PUBLISHER/CATALOG	DESCRIPTION
SURVIVAL SKILLS: EVERY THING YOU NEED TO KNOW ABOUT LIVING ON YOUR OWN	4 film strips 2 cassettes	Eye Gate Media 146-01 Archer Avenue Jamaica, New York 11435	level: senior high Skills of self-reliance taught: finding the right apartment, banking, making a major purchase, good nutrition and exercise.
SURVIVAL SKILLS: ORGANIZING AND MAINTAINING A HOME	4 color film strips 4 cassettes guide	Educational Activities, Inc. Box 392 Freeport, New York 11520	instructional level: junior high - adult How to manage a household: space seeking, decor development, cleaning consciousness, repairs
COMMUNITY LIFE SKILLS: PROGRAM FOR INDEPENDENT LIVING	multi-media: film strips, sound synch tapes, gaming activities	Singer Education Division Career Systems 80 Commerce Drive Rochester, New York 14623	interest level: high school Program to encourage citizen involvement in community life; core of information about community services and resources.
CONSUMER EDUCATION	multi-media: 5 full color film strips, 5 audio cassette sides, 1 teacher's manual	Melton Company 111 Leslie Street Dallas, Texas 75207	high interest, low vocabulary Methods and techniques of use shopping.

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COMMUNITY LIFE SKILLS MULTI-MEDIA PROGRAM	simulation exercises, gaming activities, cassettes, film strip, teacher's manual	MacMillan Arts and Crafts 9645 Gerwig Lane Columbia, Maryland 21046	interest level: 7 - 12 reading level: 5.0 - 6.0 Includes investigations of community resources to solve specific problems. Six modules: Community Life, Housing, Transportation, Finances, Health, Law and Order.
THE MARKET PLACE: HOW TO USE ADVERTISING, AVOIDING GYPS AND FRAUDS, SAFEGUARDS FOR SHOPPERS, GUIDE TO TEACHING	multi-media kit: bulletin board project, simulation game, transparency masters, unit work books	EMC Corporation 180 E. Sixth Street Saint Paul, Minnesota 55101	interest level: secondary, post-secondary 3 units guide students in evaluating alternatives and making wise consumer decisions.
HOUSING: GETTING A ROOF OVER YOUR HEAD, RENTING, BUYING, SETTLING DOWN, GUIDE TO TEACHING HOUSING	multi-media kit: simulation game, color transparencies, line masters, case study book	EMC Corporation 180 E. Sixth Street Saint Paul, Minnesota 55101	interest level: secondary, post-secondary 4 units prepare students for choosing a place to live.
INSURANCE: WHAT IT'S ALL ABOUT, LIFE INSURANCE, HEALTH INSURANCE, PROPERTY AND LIABILITY INSURANCE, GUIDE TO TEACHING INSURANCE	multi-media kit: simulation game, case study book, disc recording, line masters, color transparencies	EMC CORPORATION 180 E. Sixth Street Saint Paul, Minnesota 55101	interest level: secondary, post-secondary 4 inquiry oriented units: insurance needs, kinds of insurance.

MATERIAL	TYPE	PUBLISHER/CATALOG	DESCRIPTION
WEATHER AND US: BOOK I, II	2 paper cover work texts	Frank E. Richards Publishing Company, Inc. Box 66 Phoenix, New York 13135	for special needs students. Functional reading: how weather affects us, weather reports, weather maps, seasons, kinds of condensation, symbols.
FINDING OURSELVES	work text	Frank E. Richards Publishing Company, Inc. Box 66 Phoenix, New York 13135	for special needs students. Functional. Develops concepts of geography and includes simplified math problems and maps study.
YOUR GOVERNMENT AND YOU: SIMPLIFIED AMERICAN GOVERNMENT	work text: illustrated with exercises	Frank E. Richards Publishing Company, Inc. Box 66 Phoenix, New York 13135	reading and interest levels: remedial readers, learning disabled and upper elementary students. Teaches fundamental laws and rights of American government. Gives background of U.S. democracy.
RIGHTS AND DUTIES OF CITIZENS	transparencies work texts	Frank E. Richards Publishing Company, Inc. Box 66 Phoenix, New York 13135	Designed for special needs students. Competency based: variety of forms; social security, personal data, pay check stub, budgets, checks and deposits, selective service forms, workmen's compensation.

MATERIAL	TYPE	PUBLISHER/CATALOG	DESCRIPTION
APPLICATION FORMS	work text	Frank E. Richards Publishing Company, Inc. Box 66 Phoenix, New York 13135	Step-by-step approach to learning how to fill out employment application forms; to follow directions.
FAMILY LIFE	text book work text	Frank E. Richards Publishing Company, Inc. Box 66 Phoenix, New York 13135	Prepared for use with EMR students in their last year(s) in school. Social adjustment units on functional, self-sufficiency topics.
SURVIVAL READING	multi-media, self instructional learning kit: cassettes, dittos, activity books	Educational Activities, Inc. Box 392 Freeport, New York 11520	instructional level: 4 - 5 interest level: junior - senior high Following directions on labels, newspaper ads, reading a warrenty, reading a menu, road signs, time schedules, want ads, job applications, banking.
READING FOR SURVIVAL	work study book	Frank E. Richards Publishing Company, Inc. Box 66 Phoenix, New York 13135	low reading level Functional reading skills include: news articles, package directions, time schedules, warnings, regulations.

MATERIAL	TYPE	PUBLISHER/CATALOG	DESCRIPTION
MONEY MANAGEMENT: EARNING, SPENDING, BORROWING, SAVING, BUDGETING, GUIDE TO TEACHING	multi-media kit: cartoons, bulletin board project, attitude inventory, transparency masters, role playing book, resource list	EMC Corporation 180 Sixth Street Saint Paul, Minnesota 55101	interest level: secondary, post-secondary 5 units to help prepare to earn and use money wisely.
BASIC COMPETENCY SKILLS 6	24 duplicating masters	Milliken Publishing Company St. Louis, Missouri	Basic math applications and low reading level. Competency skills for every-day living experience: graphs, maps, expenses, want ads, taxes, reading directions, making change.
PEOPLE AND WORK SERIES	9 unit modules: 15 illustrated reading books, 15 skill packages, 1 audio conversion tape, 1 teacher's manual	Melton Book Company 111 Leslie Street Dallas, Texas 75207	reading level: 2.9 or below interest level: mature P Series: preparing for work, decision making, how do you learn?, gaining friends, marriage, on your own, self-concept, your image, interviewing.
TEENAGERS AT WORK	work text	Frank E. Richards Publishing Company, Inc. Box 66 Phoenix, New York 13135	An introduction to a work-study program for special needs students; a variety of instructional materials in English, Arithmetic, and Social Studies.

MATERIAL	TYPE	PUBLISHER/CATALOG	DESCRIPTION
ESSENTIAL SERVICES	cassette and activity sheets, teacher's manual	MacMillan Arts and Crafts 9645 Gerwig Lane Columbia, Maryland 21046	interest level: 7 - 12 reading level: 2.0 - 5.0 Emphasizes the importance of reading in order to: find a place to live, find appropriate health services.

No person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance, or be so treated on the basis of sex under most education programs or activities receiving Federal assistance.